



State of Utah

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Utah Department of Public Safety

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Final Fire Safety Inspection Self-Check Guide

The following list is intended to help provide you with an idea of the items that will be evaluated during a final inspection for a Fire Safety Clearance Certificate. ***This is NOT a comprehensive list.*** We recommend that you contact the Deputy State Fire Marshal in your area for specific requirements based on the type of construction and occupancy type.

Fire Sprinklers System:

- ☐ Main Drain Test: To record the static and residual pressures available at the sprinkler riser.
- ☐ Inspector's Test: To evaluate the time delay for activation of the fire alarm system and verify the activation of the water motor gong or electric bell upon water flow
- ☐ Test the tamper switches on the riser
- ☐ Evaluate the sprinkler head coverage throughout building
- ☐ Provide documentation of the "Underground" test, the "Above ground" test and materials certificates
- ☐ Verify that there is a box with the correct number and type of spare sprinkler heads and a wrench available
- ☐ Verify that the FDC Cap(s) are in place
- ☐ Verify that the hydraulic calculation sticker is attached to the system riser and that the main drain test values fall within the hydraulic calculations of the system
- ☐ Verify that the Main Drain and Inspector test valves are labeled

Electrical:

- ☐ Verify that all electrical panels are labeled and have no open spaces
- ☐ Verify the emergency lighting coverage throughout areas of egress and areas of assembly over 50
- ☐ Verify generator operation within 10 seconds of power failure if required
- ☐ Verify smoke detector placement *{NO detectors within 3 feet of any HVAC diffuser}*
- ☐ Verify that magnetic hold open devices allow doors to close on alarm activation
- ☐ Verify that magnetic locking or security devices fail open on alarm or loss of power

Fire Alarm Panel:

- ☐ Conduct a 24-hour battery test *{Power to the fire alarm panel MUST be disconnected 24 hours prior to this test unless otherwise indicated}* Test requires that batteries are able to carry the full current load of the alarm system for at least 5 minutes after being disconnected from power for 24 hours Test all horn/strobe units and pull stations
- ☐ Test for open circuit and ground fault problems within the system
- ☐ Verify that devices are labeled and that a map of devices is posted at the alarm panel
- ☐ Verify that a monitoring company monitors the alarm system if required

HVAC:

- ☐ Verify that systems over 2,000 CFM have air return duct detectors and shutdown on alarm activation
- ☐ Verify operation of all fire and smoke dampers including access panels to these devices

General:

- ☐ Verify that all exits provide egress to a public way
- ☐ Inspect and verify function of kitchen hood extinguishing systems
- ☐ Verify fire extinguisher coverage including a type "K" extinguisher in commercial kitchens where required
- ☐ Verify location and operation of exit signs
- ☐ You should also have your approved plans onsite for review

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